

SUMMARY

More than twelve years of Florida government experience with expertise in the following areas:

- Smart Growth Management & Strategic Planning
- Budgeting, Finance & Grant Writing
- Human Resources & Risk Management
- Public Works and Utilities Management
- Infrastructure Funding & Expansion
- Organizational Leadership
- Economic Development
- Team Building & Labor Relations

An effective manager with strong interpersonal skills; Experienced hands-on proactive and decisive manager at home in a fast-pace government work environment; An enthusiastic goal-oriented and creative visionary; A dedicated team player able to multi-task and wear many hats

RELEVANT LOCAL GOVERNMENT EXPERIENCE

Town Manager, Town of Dundee, FL

\$69,300

2004-2006

Dundee has a population of 3,200 and area of approximately 11 square miles with 45 employees and an annual budget of \$15 million. It is a high-growth municipality located in east Polk County, Florida. I came to Dundee at a time when several annexations were pending and the town lacked master plans for infrastructure to service the more than 20 subdivisions that were planned. I immediately began master planning and securing funding for roads, water, sewer, and reclaimed water utilities and the construction of a new wastewater treatment plant and other utilities infrastructure. Achievements:

- Effectively served as chief executive officer of a full-service municipal government with 35 employees and a \$15 million budget with oversight responsibility for police, fire, library, museum, roads, storm drainage, water and sewer utilities, code enforcement, building inspection, recreation, parks, lakes, land use planning, zoning, finance, customer service, and personnel
- Improved customer service and responsiveness to citizens via specialized employee training and the implementation of a customer satisfaction survey and a performance monitoring process
- Revised comprehensive plan and land use map to reflect statutory mandates and growth trends
- Funded the construction of a new wastewater treatment plant and the master planning of water, wastewater, and reclaimed water utilities without increasing taxes or public debt
- Updated personnel policies and resolved lingering employee overtime and comp time issues
- Prepared and administered fiscal operating and multi-year capital improvement budgets
- Significantly increased revenues, doubled net assets, and acquired sites for utilities expansion
- Reduced operating costs by outsourcing solid waste collection and building inspection services
- Effectively represented the organization via public speaking engagements before civic groups
- Maintained strict compliance with all County, State, and Federal regulations
- Set goals, encouraged team spirit, and inspired a competent high performance management team
- Restored financial integrity to the water and sewer utility funds by adjusting rates and connection (impact) fees to accommodate for inflation and years of neglect
- Directed emergency response and recovery for Hurricanes Charley, Frances, and Jeanne
- Improved the effectiveness of code enforcement by changing from a board to a magistrate system
- Secured grant funding for a multitude of projects, including a reclaimed water utility

Personnel & Risk Manager, City of Cocoa, FL**\$55,000****1995-2003**

Cocoa is a full-service municipality with a population of 18,000 and 450 employees located along the east coast of Florida in Brevard County. The city is known for its massive water utility which serves over 70,000 customers in an area stretching well beyond city limits in all directions. Achievements:

- Reduced personnel costs by transitioning to a defined contribution 401(a) retirement system
- Implemented an employee performance evaluation and merit pay system
- Successfully maintained cost effective employee benefits through a competitive bidding process
- Launched an award winning workplace safety and loss control program resulting in a 49% reduction in frequency of on-the-job injuries and an 80% reduction of incurred claims liability
- Restored integrity to the city's self-insured workers' compensation fund by making up a \$3 million deficit and consistently operating the fund within budget and loss projections
- Instilled pride and a commitment to the workplace among supervisors and employees through performance recognition, education programs, and inclusion on advisory committees

Mayor & Chief Administrator, City of Sebastian, FL**1984-1986**

Sebastian is located along the east coast of Florida in Indian River County and, at the time of my tenure, operated under a "strong mayor" form of government where the mayor simultaneously sat as a voting member of the city council and as the chief administrative officer to manage the day-to-day municipal operations, including a championship public golf course and airport with industrial park. Achievements:

- Chief administrator of full-service municipal government with 70 employees and \$3.5 million general fund and \$2.2 million enterprise fund budgets with oversight responsibility for personnel, police, roads, storm water, planning, zoning, airport, golf course, riverfront and parks
- Effectively managed all day-to-day operations and supervised all department heads
- Completed the city's first DCA-mandated Land Development Code for coastal communities
- Prepared and administered fiscal budgets and managed special projects
- Negotiated labor agreements with the city's two collective bargaining units
- Secured grant funding to develop riverfront parks
- Successfully negotiated a golf course/airport land lease agreement to clear the way for grant-funded airport master planning and the refinancing of the municipal golf course
- Improved police morale and effectiveness through training and upgrading of equipment
- Established excellent working relationships with external government boards and civic clubs

OTHER PROFESSIONAL EXPERIENCE***Educator, Indian River County, Florida School District*****1989-1995**

Taught secondary level students in both mainstream and alternative education settings

Executive Director, Sebastian General Partnership**1986-1989**

Managed the company's land development and mining operations in Indian River and Brevard Counties and oversaw the design and construction of Sebastian's first commercial planned unit development

EDUCATION

Nova Southeastern University

Emphasis on business administration and finance

MPA Degree with Distinction**King's College**

Majored in sociology with emphasis on urban planning; Worked as assistant to the college's Director of Urban Research and participated in several urban research projects, studies, and publications

Bachelor of Arts**National Alliance for Insurance Education and Research**

Completed all courses, examinations, and continuing education requirements for current CRM designation and membership in Certified Risk Managers International

Certified Risk Manager**Florida Institute of Government
at the University of Central Florida**

Completed courses and seminars in supervisory skills, sexual harassment, cultural diversity, and Microsoft windows, word, excel, outlook, and power point software applications

Continuing Education**National Safety Council & NUCA**

Completed courses for the following National Safety Council and National Utilities Contractors workplace safety certifications:

Continuing Education

- Defensive Driving DDC-4 Instructor
- Permit Required Confined Spaces
- Maintenance of Traffic-Intermediate
- Bloodborne Pathogens Instructor
- Respirator & Fit Tester
- Competent Person - Excavations

OTHER RELEVANT EDUCATION

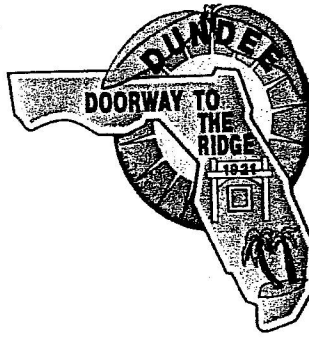
- Florida Department of Community Affairs - Florida Accessibility Code for Building Construction Certificate
- Florida Insurance Commissioner Certificate of Qualification and License (Non-active)
- Florida Division of Real Estate Salesperson License (Non-active)
- FEMA - National Incident Management System Certificate
- Certified Insurance Councilors - Multiple Management Courses and Graduate Seminars

PROFESSIONAL AFFILIATIONS

- International City/County Management Association
- Florida City/County Management Association
- Certified Risk Managers International
- Central Florida Public Risk and Insurance Managers Association
- Space Coast Public Personnel and Risk Managers Association
- Professional Insurance Agents of Florida

Town of Dundee

P.O. Box 1000
105 Center Street
Dundee, Florida 33838-1000



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April 5, 2006

RE: Jim Gallagher

To Whom It May Concern:

I confirm that I have had the pleasure of knowing Jim Gallagher for over 2 ½ years. I have been the Mayor of the Town of Dundee and he has been the Town Manager who has been responsible for 58 employees and dealing with a council of 5 people.

At all times I have found Jim to be dependable, ethical, reliable, hard working, conscientious, honest, courteous and very professional. I have no doubt that Jim would be an asset to any endeavor he attempts.

I would be happy to provide further information if required.

Yours Faithfully,

A handwritten signature in black ink, appearing to read "Kevin J. Kritto".

Kevin J. Kritto



Sheriff Grady Judd

Polk County

455 N. Broadway • Bartow, FL 33830-3998 • Phone: 863.534.6200 • www.polksheriff.org

May 19, 2006

To Whom It May Concern:


It is with great pleasure that I send this letter of recommendation for Jim Gallagher.

I have known Jim professionally for over 2 years. The interaction between the Polk County Sheriff's Office and the Town of Dundee has been cooperative and positive. He is a true community leader who has worked through his profession to provide quality services to the citizens of the Town of Dundee and Polk County.

I highly recommend Jim Gallagher, and feel that he would be an attribute to any organization.

If you have any questions, please feel free to contact my office at (863) 534-6647.

Sincerely,


Grady Judd
Sheriff

GJ:cb

C: File



ENVISORS

Consulting Civil & Environmental Engineers, Planners, and Surveyors

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Winter Haven, FL 33883-9309
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Fax: (863) 294-6185
Email: envisors@envisors.com

22 May 2006

To Whom It May Concern:

Over the past 2 years, our firm has worked extensively with Town Manager Jim Gallagher as Dundee's Town Engineer. I would like to share some of my experiences with Mr. Gallagher, which have been nothing but positive.

With very limited staff and budget, Mr. Gallagher has been able to lead an aggressive infrastructure expansion program to serve new development, and, at the same time, fix existing deficiencies for the Town of Dundee. It amazed me how many projects and infrastructure development programs Jim was able to quickly move forward and he gives new meaning to the phrase "multi-tasking". With only two or three staffers and our firm, in approximately 2 years Jim moved forward a: sewer plant expansion; water plant improvements; six impact fee studies; water, wastewater, reuse, and transportation master planning; over 20 residential and commercial developments; several road improvement projects; two utility relocation projects; prepared application to secure over \$7 million in grant funding; purchased land and paved the way for another sewer plant expansion and new water plant; and set the table for numerous other improvement projects. Let's just say Jim raised the productivity bar in Dundee.

Jim's likable personality and business sense made him very successful in working good deals for the Town to pay for numerous projects with very little cost to the Town. Jim was two steps ahead of everyone in working out a deal or figuring out how to pay for everything, which was critical to the success of our projects. Jim makes good decisions quickly and delegates tasks to people he believes are the most capable people (sign of a great manager), which is why I believe he moved so many things forward in a short period of time.

In my career, I have worked with over 20 city/county managers, and Jim Gallagher is one of the best I have worked with. His ability to think outside the box and willingness to challenge the status quo are signs of his experience and seasoning. I believe anybody would be lucky to have Jim working for them and I would recommend his services to anyone without reservation. If you want action and results, Jim Gallagher is your guy!

Please call me any time to further discuss my experiences with Mr. Gallagher at (863)-324-1112.

Sincerely,
ENVISORS, LLC

Steven L. Elias, P.E.
Vice President of Engineering

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